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## **IMPORTANT INFORMATION FOR TECHNICAL SERVICE PROVIDERS**

Applications for Technical Service Provider (TSP) certification in Louisiana are being accepted online through an Internet website called TechReg. In order to apply online, you must first obtain an electronic access code, which will be used when accessing TechReg. This can be done by completing form ***AD-2016, USDA REGISTRATION FORM TO REQUEST ELECTRONIC ACCESS CODE***, and submitting it with an original notarized signature to your local USDA Service Center or you may apply for an access code by completing the form in person at a USDA Service Center. Form AD-2016 and instructions for completing the form can be accessed online at the USDA electronic government forms web site:

<http://forms.sc.egov.usda.gov/eforms/formsearchservlet>

After accessing the website, click on Browse Forms and enter Form Number AD2016 in the appropriate place.

After receiving your Access Code, beginning March 1, 2003, you may access the Technical Service Providers Registry (TechReg) at <http://techreg.usda.gov> to apply for certification as a TSP. This site will provide you with the most current information regarding the Technical Service Provider Program including certification criteria and a step by step guide to completing the application process. If you are interested in working as a TSP for more than one state, you must register for each service you would like to provide in each state where you would like to provide that service.

Compliance with applicable State rules and regulations governing services provided by agricultural consultants will be required. In Louisiana, the Louisiana Department of Agriculture and Forestry certifies Agricultural Consultants as provided for in the Louisiana Administrative Code, Title 7. Louisiana requires certification of Agricultural Consultants under four categories. The categories include:

- Control of Insects
- Control of Plant Pathogens
- Control of Weeds, and
- Soil Management

Certification of TSP's by the Natural Resources Conservation Service in Louisiana will require verification of appropriate certifications by the State of Louisiana. Questions

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regarding certification of Agricultural Consultants by the State of Louisiana should be directed to the Office of Agricultural & Environmental Sciences, Pesticides & Environmental Programs, Post Office Box 3596, Baton Rouge, Louisiana 70821, phone number 225-925-3763.

Technical Service Providers in Louisiana must also comply with all applicable State Laws, Rules and regulations governing services provided by Professional Engineers and Land Surveyors. Any person offering to provide engineering or surveying services as a Technical Service Provider must be a registered professional in the State of Louisiana in the particular discipline for which services are offered. Furthermore, that person must be able to provide proof that he or she is currently registered and in good standing with the Louisiana State Board of Registration for Professional Engineers and Land Surveyors (LSPELS). Services offered by Technical Service Providers for complete Conservation Practice Standards or components that are considered “engineering work” by the LSPELS must be performed by or under the direct supervision of a currently registered professional engineer in good standing with the LSPELS. Services offered by Technical Service Providers for complete Conservation Practice Standards or components that are considered “surveying work” by the LSPELS must be performed by or under the direct supervision of a currently registered professional surveyor in good standing with the LSPELS. Questions regarding registration of professional engineers and surveyors in Louisiana should be directed to the Louisiana State Board of Registration for Professional Engineers and Land Surveyors at 9643 Brookline Ave., Baton Rouge, LA 70809, phone number (225) 925-6291.